

**CITY OF AUBURN  
TELECOMMUNICATIONS COMMISSION**

**Thursday, December 8, 2005  
4:00 p.m. to 5:30 p.m.**

**Meeting Minutes**

**1. ROLL CALL AND DETERMINATION OF A QUORUM**

Glenn Tonkin, Alec Stier, Teresa Schredl, and George Preston were in attendance. Mark McDonald was not present, as he tendered his resignation effective 11/30/05 due to a potential conflict of interest. Meeting was called to order at 4:02 p.m.

**2. AGENDA APPROVAL**

George moved to approve the agenda, and Teresa seconded the motion. Unanimously approved.

**3. PUBLIC COMMENT**

No public comment.

**4. APPROVAL OF MINUTES**

**July 14, 2005** regular meeting: George moved to approve the minutes with 2 minor changes: in item #2 add "approved unanimously", and in item #3 change the spelling of Carol Wallgren's name; Teresa seconded. Unanimously approved.

**November 10, 2005** regular meeting: Teresa moved to approve the minutes, and George seconded the motion. Unanimously approved.

**November 22, 2005** special meeting: George moved to approve the minutes with 2 minor changes: in item #4A1a change the spelling of "roll call", and in item #4B1 change the spelling of Glenn Tonkin's name (drop the final "s"); Teresa seconded the motion. Unanimously approved.

**5. BUSINESS**

**A. Starstream Communications**

**1. Review of Upgrade Completion Package**

- a.** Review of requested supplements submitted by Starstream Communications and Clear Connection Corporation for validation of the Independent Certification Test report.

Glenn discussed the Commission's concerns regarding the completeness of the upgrade package with Bill Weaver of Starstream. He then clarified differences of interpretation between Starstream and the Commission with the FCC. The FCC verified that since our franchise agreement required a validation of bandwidth, not a full performance test or any other specific test, the provided documentation is adequate.

Al questioned if any inspectors have reviewed the physical work done. An example of PG&E inspecting poles was given. Glenn stated that the City granted permits for different kinds of work to be performed, and that follow-up on these permits was beyond the Commission's responsibility. Our report to the City on the upgrade completion will include a recommendation for the City to follow-up on the permits granted.

Glenn is following up with Acterna to verify the calibration documentation provided.

- b. Commission members to submit results of Clear Connection Corporation reference contacts.

Glenn checked the **Charter Communications** references. He received a good report from Barry Egan, and he is waiting to hear from Ken Arrellano. Al checked the **Cox Communications** references. He received another good report from John Dossey. Mark is checking with **TCI Cablevision**; Teresa is checking with **Comcast Communications**; and George is checking with **Continental Cablevision**. All remaining reference checks are to be provided to Glenn via email within the next couple of weeks.

- c. Determine any further action/information necessary in order to complete the Commissions finding report.

Glenn will obtain more information regarding the calibration of the equipment used in the system validation. Commissioners will provide remaining reference checks to Glenn via email. And the Commission recommends that the City: 1) followup inspections of permit work, and 2) requests a copy of the semiannual performance tests required by FCC regulations. Glenn will add these items to the report and turn it over to Bob Richardson before Christmas.

- 2. Review WAN proposal and discuss any further action/information necessary before the Commission forwards information to the City; postponed from the November 10<sup>th</sup> meeting.

In depth discussion has been postponed until the 1/12/06 meeting. We need Ernest's input to discuss issues in detail. Issues to discuss include: does Starstream's monthly rate include maintenance, what is the break-even point between the current costs and Starstream's proposed cost, and what uses does the City have that would be better served by the proposed 100 MB WAN than the current T-1 (1.5 MB) link can provide? Discussions with Jerry Gamez at Placer County Telecommunications Division regarding the possible connection of City and County law enforcement and vital services over this WAN do not look promising, as federal regulations require that such a link must be owned and maintained by government entities. Glenn will request Ernest's attendance at the January meeting.

#### B. Commission

- a. Telecommunications strategy/planning recommendation document.
  - i. Status update from each Commissioner.

Nothing new to report. Each commissioner is to continue researching assigned sections. Glenn indicated that the City wants a plan that will promote businesses and other revenue interests, and that the City may invest in infrastructure improvements leading to these results.

#### C. ACTV Update

Difficulties experienced during the demonstration of a live connection to the Arts Building during the quarterly report to the City Council may be due to a bad card in the ACTV studio. Once any faulty hardware is identified and replaced, a laptop will be setup to control multiple locations centrally. The plan is to eventually be able to broadcast live coverage of the many of Auburn's events sponsored by local community businesses, charities, and the government. The ACTV schedule is currently available on Channel 19 and is published in the Sentinel; Glenn has been working to get it published in the Auburn Journal as well.

**6. CORRESPONDENCE**

None.

**7. INFORMATION AND ANNOUNCEMENTS BY COMMISSIONERS**

None.

**8. AGENDA ITEMS, DATE, AND TIME OF NEXT MEETING**

Next proposed regular schedule meeting– January 12th, 2006 - Time: 4:00 pm:  
Auburn City Hall Rom 10, 2nd floor.

**9. ADJOURNMENT**

Meeting was adjourned at 5:45 p.m..